

Statewide ADA Coordinator (ADA)

OUR MISSION... *Building Georgia's future by providing financial and construction management with the highest level of customer service, integrity, fairness and efficiency.*

The Georgia State Financing and Investment Commission (GSFIC) is responsible for the issuance and oversight of all public debt by the State, performs all services relating to the issuance, investment, and accounting of proceeds from general obligation debt, and acquires and assists in the construction of projects for state agencies and authorities financed through such debt.

Job Information

Job Type: Full Time

Number of Vacancies: 1

Hiring Salary Range:

Salary commensurate with experience

Location: Atlanta, GA

Opens: October 17, 2018

Closes: Open Until Filled.

This position is subject to close at any time once a satisfactory applicant pool has been identified.

To obtain the detailed job description or applicants who require accommodations for the application process should contact

404-463-5664 or e-mail

hr-email@spo.ga.gov

GSFIC will attempt to meet reasonable accommodation requests whenever possible.

INTERESTED? Here's What You Need:

Email **resume** in Microsoft Word/PDF format to hr-email@spo.ga.gov.

To ensure proper routing/handling of your credentials, copy/paste or type the following in the subject line of your email: **Statewide ADA Coordinator**



Website: www.gsfic.ga.gov

Position Overview

Duties: Under board supervision, directs the operations of the State ADA Coordinator's Office for the Commission. Serves as administrator for the Statewide ADA Network; serve as a technical resource to state agencies; recommends best practices and methods for addressing ADA-related issues; manages specific statewide ADA projects and operates the statewide ADA facility improvement program; and provides input as requested on proposed rules, regulations and legislation at the federal or state level that directly affect the ADA.

Minimum Qualifications: Completion of an undergraduate degree in Business Administration, Public Administration, or a related field, with six (6) years of managerial experience, which includes managerial experience and experience in developing and implementing compliance programs under Section 504 of The Rehabilitation Act, The Americans with Disabilities Act or other related laws. In state travel required.

Preferred Qualifications: Preference will be given to applicants who, in addition to meeting the minimum qualifications, possess the following:

- Juris Doctor, MPA, or comparable graduate or professional degree;
- ADA Coordinator Training Certification Program (ACTPC) or equivalent

Competencies: Demonstrated Leadership Experience; Proven commitment to ensuring full participation and equal opportunity in civic life for people with disabilities; Possesses in-depth knowledge of the ADA and federal and state disability law and policy; Analyzes problems by evaluating available information and resources; develops effective, viable solutions to problems which can help drive the effectiveness of the ADA department and/or State of Georgia; Possesses effective interpersonal, problem solving, and communication skills; Clearly establishes and communicates goals and accountabilities; monitors and evaluates performance; Develops, recommends, or implements innovative approaches to address problems and drive continuous improvement in ADA programs and processes.

Working Conditions: The work is typically performed in an office environment.

If applying for a position that requires a degree, an official college transcript must be furnished. Only educational credentials from an accredited institution will be considered. GSFIC will select the most qualified applicants for an interview; only those selected for interviews will be updated on position status.

The selected applicant must furnish the required documentation authorizing work in the United States as well as pass a criminal background investigation and drug screening.

Due to a large volume of resumes received by this office, we are unable to provide information on your resume status over the telephone. No notifications will be sent to applicants except to those who are selected for interviews.

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